



City of Fayetteville

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CITY MANAGER
Ray Gibson

CITY CLERK
Anne Barksdale

October 27, 2015

TO: Honorable Mayor and City Council

FROM: Ray Gibson, AICP, City Manager

SUBJECT: CITY MANAGER'S WEEKLY REPORT: October 19th through October 25th

CITY ADMINISTRATION

- Continued with preparation for the night walk that was held on Saturday, October 24th.
- Continued to work on a personnel matter which involved correspondence with attorneys.
- Reviewed and coordinated with the City Attorney on numerous issues including a letter sent to the City Auditor (Mauldin & Jenkins).
- Reviewed the program of work document for the Place Committee as part of the Fayette Visioning Initiative.
- Reviewed numerous departmental requests throughout the week, including a request for body cameras by the Police Department, and the approval of the final phase of the pay compression plan.
- Officially became a member of the Fayetteville Civitan Club at their dinner meeting on Thursday, October 22nd.
- Attended a site meeting at the Ridge Nature Area to get an overview of the progress of Southern Conservation Trust and to help gather information for the Recreation Trails Program Grant. Kelvin Joiner, Jonas Lydon, Chris Hindman, and Pam Young were in attendance at the site meeting.
- Held a meeting with Chris Hindman, Mike Bush and ISE staff to discuss the finances pertaining to the Hood Avenue/Highway 92 Road Realignment project.
- Attended and provided assistance with the Market Day and Night Walk events that took place on Saturday, October 24th. The attendance was great at both events and the staff and volunteers were so helpful in making these events a true success.
- Attended the 75th Anniversary Celebration for the Fire Department that was held on Saturday, October 24th. The Fire Department staff did an amazing job in organizing and hosting the successful event.

FINANCE & ADMINISTRATIVE SERVICES

Finance

- Continued with Audit preparation.
- Working on the Final FY2015 Amendments.
- Continue to work on the Budget Book Award that is due at the end of November.

Accounts Payable

- Keyed payment data for 104 invoices and processed payments to 78 vendors.
- Prepared 88 current week checks for pick up/ mailing.
- Reviewed current incoming invoices and receivables.

Occupational Tax

- Received thirteen (13) new business applications.
- Issued ten (10) new business licenses.
- Collected \$800.00 for 2015 delinquent licenses and new licenses.
- Collected \$0 from the Hotel/Motel Tax.
- Collected \$0.83 from the Alcohol Beverage Sales.
- Collected \$759.51 from the Beer, Wine & Liquor Tax.
- Entered payments into the A/S 400 System.
- Submitted the financial post, edit and balance reports.

Payroll

- QBA Gross Earnings Report for Pay Date: 10/22/2015
 - Check Count: 161
 - Regular Weekly Payroll: 3
- Total Payroll: \$182,053.18

Utility Billing

- Assessed late fees to delinquent accounts.
- Received \$36,927.23 in Sanitation and Stormwater revenues.
- Established Water and Sewer service for nineteen (19) new customers
- Billed out for 1,795 customers.
- Issued 0 Purchase Orders.
- Received \$109,820.05 in Water and Sewer revenues.

Human Resources

- Personnel Matters
 - Rejection letters were sent out for the Court Administrator position.
 - Rejection letters were sent out for the Fire Department positions.*
- Employment Opportunities
 - Fire Fighter (All Levels) Open until filled.
 - Maintenance Worker I – open until filled but no later than 10/31/2015.
- Resumes from Week 10/19 – 10/24
 - Maintenance Worker I: 1
 - Fire Fighter: 4

- Drug Screenings
 - 15 screenings performed
 - 16 screenings performed

Information Technology

- GIS Projects
 - Continued to update the sidewalk map.
 - Continued working in the asset map project.
 - Started to GPS portions of the Ridge Nature Area.
- Technology Projects
 - AP Documents Scanning
 - Scanning past and current AP documents into Laserfiche
 - Exchange and Active Directory Upgrade.
 - Upgraded Computers
 - Utility Billing Customer Service
 - Fire Stations
 - Chief Jones and Partridge
- Open Records Request
 - DVD Request of Traffic Stops and Investigations: 7
- Web Site Visits for the Week
 - Total Pages Viewed: 13,559
 - Total Unique Pages: Viewed 10,065 (Excludes Repeated Pages viewed)
- Average Time Spent on Each Page: 1:02
- Top 10 City Web Pages

1.	Official Website Main Page	2,285	16.85%
2.	Events List	1,602	11.82%
3.	Events	1,525	11.25%
4.	Jobs	640	4.72%
5.	October 24 All Trick or Treat	588	4.34%
6.	Main Street Information	370	2.73%
7.	Government	268	1.98%
8.	On-Line Payments	267	1.97%
9.	Residents	262	1.93%
10.	I Want To:	257	1.90%

COMMUNITY & ECONOMIC DEVELOPMENT

Economic Development

- Preparation for the upcoming Focus Group meetings regarding the Economic Development Plan.

- Preparation for TAD adoption meetings with Fayette County BoE and confirmed scheduling for remainder of the year. Had discussions with Bleakly Advisory Group on final documents needed for the upcoming prese

Planning & Zoning

- Initial plan review for the senior living community rezoning application on Highway 54 near Yorktowne.
- Preparation for the November 5th Town Hall meeting to present the Downtown Master Plan (Conceptual Design).
- AAAC meeting for sign and plan review.
- Reviewed multiple sign application for compliance with the City Code.
- Handled multiple customer/public inquiries for zoning uses.

Main Street

- HVAC issues at the Train Depot as there was no heat due to an underground gas line leak. Coordinating repairs.
- Held a large downtown event on Saturday: Pumpkin Festival/ChiliFest/Market Day/Night Walk. There was excellent turn out throughout the day.
- Held a Promotions Committee meeting to discuss Pumpkin Fest and 2016 events.
- Further design review for Gateway Sign civic logos.
- Event Preparation for: Pumpkin Fest/ChiliFest/Market Day, Night Walk and the DDA board meeting.

DDA

- Continued lease negotiations with future tenant at 101 S. Glynn Street.

Building

- Number of Building Inspections Performed: **38**
- Number of Permits Issued: **10**
 - **4:** Building
 - **2** Residential Repair/Remodel
 - **2** Residential New SFD (Logan Park)
 - **3:** Electrical
 - **3:** Mechanical
- Plans Received: **1** – Revision (Pinewood Warehouse 2)
- Training / Certification Updates: **0**

PUBLIC SERVICES (Sanitation, Stormwater, Water, Waste Water/Sewer, Public Works)

Public Works

- Cleaned and mowed ROW areas:
 - Highway 54 West
 - Downtown Area
 - Police Department
 - Church Street Park
- Cleaned City Hall.

- Repaired potholes in Highland Park, Jefferson Ave, Georgia Avenue, Sharon Drive, Stratford Station and Winona Drive.
- Repaired curbing on Sharon Drive.
- Pick up cones, chairs, and tables used for the Cemetery Walk.
- Delivered cones, chairs, tables and tent for the Chili Fest, Market Day, and Fire Department events.
- Installed signs on Lee Street.

Sewage Department

- Average daily flow treated is 2.165 million gallons per day.
- Performed weekly maintenance at 24 lift stations sites.
- Ran the sewer jet machine at three locations due to backups.

Water Department

- Average daily flow of 1.165 of system demand.
- Repaired 4 water leaks in the system.
- Repaired leaking valve at the Main Street Train Depot.

Utility Locates

- Located the water and sewer for 37 locate tickets

POLICE DEPARTMENT

Among the numerous calls for service the **Patrol Division** handles; these are some of the highlights:

- **K-9 Search:** Fayette Alternative School. Searched all student vehicles in parking lot. Small amount of Marijuana found in a vehicle along with an air soft pistol. One student was arrested.
- **Domestic:** 125 Concord Court. A male subject kicked in the front door and threatened a female that lived at the residence. The male subject fled the location before FVPD arrived on scene. Warrants were obtained for the male subject.
- **Stolen Vehicle:** 101 Cobblestone Boulevard. Vehicle was stolen overnight and the suspect is possibly a relative of the owner. Vehicle was entered on GCIC.
- **Suspicious activity:** Promenade Parkway. FVPD located a vehicle at the end of Promenade Parkway. (Dead end- no businesses in the area). Two subjects inside the vehicle were arrested for possession of Marijuana less than an ounce.
- **Suicide Threat:** 101 Devant Street. A 17 year old female threatened to run into traffic and commit suicide. Officers arrived on scene and talked with the female and contacted her parents. The female voluntarily went to the hospital with parents for treatment.
- **Loitering:** Applebee's. An elderly man was sleeping in his vehicle making the employees uncomfortable. He refused to leave after management and officers asked him to. He was arrested for loitering. At the jail, it was discovered that the elderly man was suffering from Alzheimer's. His family was notified and he was immediately released with time served.
- **Assist agency:** Weatherly Walk Apartments. An off duty Sheriff's deputy radioed a 'help call' while he was attempting to break up a domestic dispute. The deputy advised that he

was struck in the face and used pepper spray on the male subject. FVPD assisted the Sheriff's Office with a perimeter search. The subject was not located.

- **Fight:** Twisted Taco. Two intoxicated males were attempting to fight inside the restaurant. FVPD arrived on scene and prevented the fight from escalating. One male was arrested for public intoxication after he refused to obey orders given by Officers.
- **Run-a-Way Juvenile:** 255 N Fayette Court. A juvenile from this location ran away from this residence. The juvenile was located at his grandmother's residence at 375 Lee St. The child was returned to his mother.
- **Stolen IPAD:** Captain D's. FVPD was able to use the tracking feature on the device and tracked the device to 120 Deerfield Lane. When investigating the circumstances it was determined that an elderly female found the device at Captain D's and was going to turn it into AT&T but it was closed. No arrest was made.
- Numerous arrests for shoplifting at Wal-Mart, and Home Depot during the week. Wal-Mart had 4 shoplifting offences during the week.
- Numerous traffic accidents. No injuries reported.
- Numerous traffic related arrests for DUI (5), driving on suspended license, and possession of Narcotics (9) and wanted persons located.

Community Events

- Patrol units assisted in the Chili Cook off and Night Walk in downtown Fayetteville.

Training Division

- Officer Forrester qualified as an expert on the range at the Police Academy.
- Three Officers were registered for classes at various academies this week.

Criminal Investigations

- Detectives cleared a case of forgery at Agua Design and one suspect was arrested.
- Detectives investigated an assault case that occurred at the Cobblestone Apartments. This was a domestic situation where a teenage child accused the mother of cutting her with a knife. The mother was arrested and the department of Family and Children Services was contacted and will assist until further investigation and court hearings are complete.
- Detectives also attended a luncheon provided by the Department of Juvenile Justice in Peachtree City.
- Weekly Stats:
 - Investigations assigned **9** cases this week.
 - Investigations cleared **12** cases this week.

Warrants

- Warrants units assisted with first appearance hearings and conducted transports for court.
 - Bailiff Hours: **8** Code 5: **1**
 - Supplemental: **7** Arrest: **4**
 - Warrant Attempts: **2** Warrants Served: **3**
 - Person Contacts: **13** Warrants Re-Called: **4**
 - Warrant Entry: **2** Fines/Forfeiture: **\$ 2453.00**
 - Court Transports: **4**

School Resource Officers

- Bennett's Mill Middle School
 - No problems to report.

- Fayette County High School
 - On Tuesday, October 20, 2015, the SRO made an incident report on an assault. This was reported at the school but occurred at the Cobblestone Apartments. The case was referred to the department of Family and Children Services. Detectives arrested one adult female.
- Fayette County Alternative School
 - On Wednesday, October 21, 2015, the SRO conducted the first of two bi-annual vehicle searches, utilizing Fayetteville Police and Fayette County Sheriff's Office K-9 units. The K-9 units hit on three vehicles. The drivers of these vehicles were retrieved and the vehicles were searched. Marijuana was located along with an airsoft pistol and a bow with arrows. The operator of the vehicle was a 17 year old open campus student. The offender was taken into custody and transported to jail.

Office of Professional Standards

- Lt. Whitlow arranged the meeting and is the point of contact for the police department as they progress to an electronic warrant system that works in conjunction with the Fayette County Magistrates Office.
- Lt. Whitlow spoke with the media concerning several cases and issued safety information concerning trick or treating on Halloween.

Projects

- A proposal for the purchase of body worn cameras has been presented to the city for consideration.
- New CID vehicles are currently being reviewed for emergency equipment installation. We are working in conjunction with the Fayette County Magistrates, and the Office of the Court Clerk to implement an e-warrant system for officers to obtain arrest warrants via video conference with magistrate judges.

FIRE DEPARTMENT

Operations

- Incidents: Units responded to 39 emergency calls for service during the week.
- Training: Volunteer FF Quayn Hervey graduated from the 8-week Georgia Basic FF Training Course. Volunteer: The October 19th volunteer meeting was held at Station 91.

Projects

- Received delivery of two 2016 Ford Explorers to be assigned to fire prevention. These vehicles replace two 1999 Ford Crown Victoria sedans.
- Pierce representative completed training on Truck 9 (new aerial apparatus) for all department personnel – will be placed in service upon arrival of ordered equipment. Truck could be placed into service if needed by transferring equipment from existing apparatus.
- Participated in the Public Safety Fall Festival held at the Fayette County Justice Center on October 23rd. Two Fayetteville fire apparatus were on display and fire safety educational materials were provided to the public.
- Held the Department's 75th Anniversary/Open House on Saturday, October 24th. Estimate 800-1,000 were in attendance. 55 current and former members were in attendance. Activities included fire apparatus displays, station tours, fire safety education material handouts, fire hose activity for the kids, firefighter gear demonstrations,

Peachtree City's fire extinguisher trainer, Fairburn Fire Safety bus, and Fayette County ambulance display.

- Assisted with management of the fire pits for the Fayetteville Night Walk on October 24th.